

Minutes of the Meeting of

WHITWORTH TOWN COUNCIL held on

THURSDAY 20th July 2023 at 7.30pm in the council chamber

Present

Chairman

Councillor M Royds

Councillors

Councillor R A Neal

Councillor T Aldred

Councillor D Powell

Councillor G Baron

Councillor M Whitworth

Councillor K Olaolu

Councillor S Rhodes

Councillor L Burton (from agenda number 41)

Clerk of the Council: Miss R Hodson

14 members of public were present; no members of the press were present.

It was resolved that the first agenda item will be discussed to the exclusion of press and public. This was moved by Councillor Neal and seconded by Councillor Baron.

\*\* members of the public left the council chamber \*\*\*

40. To consider co-opting a member onto the vacant town council seat.

A secret ballot was carried out whilst the public were out of the chamber.

\*\*\* members of the public returned to the council chamber \*\*\*

It was resolved that Council co-opt Louise Burton as a councillor for the Facit and Shawforth ward.

41. To receive apologies and the reasons for absence.

Apologies were received from Councillor Blezard as he is recuperating from surgery, Councillor Chorlton as he is on holiday and Councillor Whitehead who is attending a family celebration.

1. To receive any Declarations of Interest.

None.

### 43. To consider the minutes of the meeting held on 22 July 2023, and to approve them by the signature of the Chairman as a correct record.

It was resolved that the minutes of the meeting held on 22July 2023, copies of which had been circulated to each Member, were correct and should be approved by the signature of the Chairman as a correct record. This was moved by Councillor Neal and seconded by Councillor Baron.

1. Public Question Time.

A member of the public brought up road safety concerns on Market street, specifically where the recent road fatality had occurred and noted the lack of pedestrian crossings and the absence of pavement on some sections. Councillors explained that Whitworth Town Council have no powers regarding this but that councillors have been in touch with the relevant authorities highlighting these concerns and Councillor Neal will write to the Deputy Police and Crime Commissioner, the County Councillor and the Head of Highways at LCC to request a meeting in Whitworth to discuss these concerns.

A member of the public asked for an update on the Trim Trail and the Cattle Grid. She informed Council that a wooden gate has been vandalised in the area. Councillor Olaolu replied that she is monitoring the ongoing work at Waingap Woods. Councillor Neal informed those present that a payment for the legal agreement regarding the cattle grid had been authorised that day. The member of the public asked if the lengthsman can tidy up the trim trail. Councillor Powell considered that the work needed in this area might be better served by a small community group taking this project on as the lengthsman cannot spend all of his time there, although he will support as time allows.

1. Planning Applications for consideration and comment:
2. *2023/0307: 1A Stoneyroyd, Whitworth, OL12 8JL – Proposal: Full: Change of use of land to residential garden and the erection of a garden room.*

It was resolved that Council have no objection to this application. This was moved by Councillor Neal and seconded by Councillor Olaolu.

1. To consider Whitworth Town Council’s 80th anniversary of D-Day commemorations in June 2024.

It was resolved that a working group would be set up to and any councillors wanting to join should contact the clerk. This was moved by Councillor Neal and seconded by Councillor Whitworth.

1. To discuss Whitworth Cemetery.

It was resolved that Council suspend standing orders to allow members of the public to speak. This was moved by Councillor Powell and seconded by Councillor Neal. A member of the public brought up some issues regarding the cemetery that RBC are in the process of dealing with. He also stated that when he bought the property, he was told that the pedestrian gate on the left would be closed and the gate on the right would be opened. He also asked Council if he could remove some slates from a brick building for his own use and replace them with felt and plywood. Councillors discussed this and informed the member of the public that RBC have planned repair works to the cemetery which will include the roof. Council will pass on details of where RBC are sourcing the slate from. Councillors also said that the closing of pedestrian gates had never been discussed at full council. Another member of the public raised the issue of unsafe items around plots and plot encroachment. Councillors said that they will visit the cemetery and take photos of any plots that are not adhering to the guidelines. It was resolved that Council reinstate standing orders. This was moved by Councillor Powell and seconded by Councillor Neal. Councillors discussed proposed opening and closing times for the main gate to the cemetery. It was resolved that in winter, the gates would be opened at 7.30am and closed at 7.30pm and in summer, the gates would be opened at 7.30am and closed at 8.30pm (winter being 1st October to 31st March, summer being 1st April to 30th September).

1. To discuss a request made by a community group regarding Whitworth Leisure Centre.

It was resolved that Council suspend standing orders to allow members of the public to speak. This was moved by Councillor Powell and seconded by Councillor Neal. A member of the public came forward as a member of the newly forming Whitworth Leisure Centre CIC. She stated that a large group of volunteers had come forward to form a CIC but stated that she was unaware of what the request was. The clerk informed Council that the CIC had asked if they could use one of Council’s bank accounts to receive donations until the CIC had opened their own bank account. Following a recent meeting of the CIC, a member had stated that this was no longer required. The member of the public asked where the keys will go when the Leisure Centre is closed on Friday. Councillor Powell replied that the building remains under the ownership of RBC and that a meeting is being held next week regarding this. It was resolved that Council reinstate standing orders. This was moved by Councillor Powell and seconded by Councillor Neal.

1. To approve a bank mandate to remove Janet Whitehead as a signatory on the NatWest Mayor’s Charity bank account and add Councillor Royds.

It was resolved that Council remove Janet Whitehead as a signatory on the NatWest Mayor’s Charity bank account and add Councillor Royds. This was moved by Councillor Neal and seconded by Councillor Powell.

1. To consider amending Whitworth Town Councils Standing Orders.

Councillors discussed this. It was resolved that the Council will amend Standing Orders to include that quotes obtained are sent to the Clerk and the Mayor before being discussed by the Finance Monitoring Committee. The Clerk will contact RBC’s Head of Legal regarding adding this amendment.

1. To approve a bank mandate to change the signatories on Whitworth Town Council’s CCLA bank accounts.

It was resolved that Council approve a bank mandate to change the signatories on Whitworth Town Council’s CCLA bank accounts. The signatories will now be the same signatories as on Council’s Unitary Trust bank account; specifically Councillors David Chorlton, Alan Neal, Dayne Powell, Mike Royds, Janet Whitehead and the clerk Rachel Hodson. This was moved by Councillor Powell and seconded by Councillor Neal.

1. To receive and note the amended Annual Internal Audit Report for the financial year 2022-2023.

The clerk apologised to councillors and informed them that she had incorrectly used Form 3PM when completely the AGAR instead of Form 3. The correct form has now been completed and submitted. It was resolved that Council receives and notes the amended Annual Internal Audit Report for the financial year 2022-2023. This was moved by Councillor Powell and seconded by Councillor Neal.

1. To adopt and approve the Statutory Annual Accounts for the financial year 2022-2023.

It was resolved that Council accepts, adopts and approves Section 2 of the amended Annual Governance and Accountability Return form 2022/23 (Annual Accounts). This was moved by Councillor Neal and seconded by Councillor Whitworth.

1. To adopt and approves Section 1 of the amended Annual Governance and Accountability Return 2022/23.

It was resolved that Council accepts, adopts and approves Section 1 of the amended Annual Governance and Accountability Return form 2022/23 as follows:

Point 1: answered yes

Point 2: answered yes

Point 3: answered yes

Point 4: answered yes

Point 5: answered yes

Point 6: answered yes

Point 7: answered yes

Point 8: answered yes

Point 9: answered N/A. This was moved by Councillor Aldred and seconded by Councillor Burton.

1. To receive the report of the Town Mayor (not for discussion).

The Mayor was delighted to inform Council that he had had a busy few weeks representing Whitworth since the last council meeting. He and his Mayoress were delighted to attend Samba Dance & Fitness’s showcase at The Ashcroft followed the next day with a concert from Whitworth Vale & Healey Band. They thoroughly enjoyed both events and they proved what a fantastic talent there is in Whitworth. He was pleased to welcome our visitors from Kandel (Whitworth’s Twin Town) and joined them for their welcome and leaving dinners. The Mayor had thoroughly enjoyed attending the WAMDS production of Little Women and felt that it was a superbly professional performance. He had also had the pleasure of attending and presenting some of the awards at the Whitworth Community High School Awards evening which was a great tribute to the hard work of both the students and the staff.

1. The Chairman or Clerk to answer questions from Councillors (Standing Orders 16 & 24-27, for information only).

Councillor Neal asked if the Chairman could organise a meeting with the Deputy Police & Crime Commissioner, the County Councillor and the Head of Highways in September regarding the highway issued raised tonight. The Chairman asked Councillor Neal if he could do this on his behalf.

1. To receive and, if appropriate, adopt the financial statements presented by the Clerk.

It was resolved that Council receive and adopt the financial statements presented by the Clerk. This was moved by Councillor Neal and seconded Councillor Whitworth.

1. To authorise the signing of orders for payment: schedule 2, 2023-2024.

The clerk explained the Schedule of Accounts Payable in the form of Report 2, 2023-2024 and asked for approval. It was resolved that approval be given for the Schedule of Accounts payable. This was moved by Councillor Neal and seconded by Councillor Powell.

1. To receive and note the minutes of the meeting of the Finance Monitoring Committee on 13th July 2023.

It was resolved that Council receive and note the minutes of the meeting of the Finance Monitoring Committee on 13th July 2023. This was moved by Councillor Neal and seconded by Councillor Baron.

It was resolved that Council discuss the next item to the exclusion of the press and public. This was moved by Councillor Powell and Councillor Neal.

\*\*\* members of the public left the council chamber \*\*\*

1. To consider recommendations from the Finance Monitoring Committee for a new photocopier lease.

The Clerk explained the updated summary of quotes and the updated recommendation from the Finance Monitoring Committee. It was resolved that Council award the new photocopier lease to Commercial Business Systems for an as new machine.

\*\*\* members of the public returned to the council chamber \*\*\*

1. To receive, and if appropriate, accept the 3-month outturn as present by the clerk.

It was resolved that Council receive and accept the 3-month outturn as present by the clerk. This was moved by Councillor Olaolu and seconded by Councillor Olaolu.

1. To carry out the internal audit.

Members carried out an internal audit of bank statements, invoices and Schedule of Accounts Payable, balances against bank statements and receipts and petty cash. All was found to be in order.

There being no further business, the meeting closed at 9.10pm.